

SECTION 6. In the event of a death in the Immediate family, an employee shall be granted a reasonable amount of leave.

ARTICLE 21

HOURS OF WORK

SECTION 1. The basic work week of five-(5) eight-(8) hour days will normally be scheduled Monday through Friday. A thirty (30) minute-lunch period will normally be scheduled daily between the hours of 1100 and 1300. The Employer retains the right to adjust the work week. Whenever a change in the work week currently in effect is necessary, the Employer will hold mutual discussions with the Union prior to making such change. It is agreed that employees will be at their assigned work area ready to perform his/her job at the scheduled starting time of their shift.

SECTION 2. Alternative work schedules will be in accordance with the agreed upon CBC NOTE 12620, current departmental agreements or either of their succeeding revisions. The Union and Employer agree to promote the basic objective of alternative work schedules.

SECTION 3. Rest period will be granted according to applicable rules and regulations. Such rest periods will normally be taken in the employee's assigned work area, unless authorized otherwise by the immediate supervisor.

SECTION 4. On steam plant watches where employees are on a three (3) shift basis, work schedules will be rotated so that all employees will have the opportunity to have weekends and holidays off on an equitable basis. An employee will not be required to work more than six (6) of the seven (7) days in an administrative work week except in emergency situations.

SECTION 5. In the event of a breakdown of public transportation services or disasters such as fire, floods or other Acts of God that cause hazardous traveling conditions, and excused absence is not granted to employees, the Employer will consider permitting employees to depart early with time off charged to annual leave. When one or more of the above conditions exist, and an order is not issued to permit early departure, a request by an employee for annual leave to permit early departure may be granted by his/her supervisor.

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SECTION 6. When necessary, the Employer will establish time prior to the beginning of lunch period and at the end of the shift for clean-up of work areas, stowing of tools and for personnel clean-up where required for personal hygiene. No employee will be required to remain beyond the end of the work day for this purpose. Changes to currently established times will be a matter for consultation between the parties.

SECTION 7. When Public Works service functions are required on an around-the-clock basis, employees assigned to these functions will be allowed to work on rotating or non-rotating shifts as determined by the majority of the employees within any functional area by secret ballot.

SECTION 8. If an employee reports for work at the prescribed starting time on a scheduled work day and is prepared for and remains capable of but is prevented from performing his/her regularly assigned duties by circumstances beyond his/her control, the Employer will attempt to keep the employee gainfully employed by assigning him to other duties.

ARTICLE 22

EMPLOYEE MORALE

SECTION 1. The Union will have one representative on all appointive committees (e.g. EEO, Safety, etc) that affect members of the unit, unless the appointing official advises the Union in writing that Union membership is not permitted. Management will advise the Union of those committees on which Union membership is deemed appropriate.

SECTION 2. Information regarding actual number of employees on board will be made available to the Union officers.

SECTION 3. When a payday falls on a regularly scheduled holiday, the Employer will make every effort to pay employees on the previous day.

SECTION 4. If practicable, the Employer will continue arrangements presently in effect for providing handy and convenient parking spaces for employees near the work area. Parking spaces reserved for specific individuals or codes will be limited to CBC department heads, the Commanding Officer and the Executive Officer. The contents of this section will not restrict the assignment of parking spaces for use by government vehicles, visitors, and handicapped employees.

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